

## **Information about the Artist Application to Arts in the Park**

**About Arts in the Park:** The 17<sup>th</sup> annual Arts in the Park will be held on Saturday and Sunday, July 7 and 8, 2012, rain or shine. Saturday and Sunday hours will be 10 to 4. Arts in the Park is a juried arts and crafts show with between 75 and 85 vendors, including one Artist of the Year selected by the committee. This event is organized and run by a volunteer group for the benefit of Friends of Belfast Parks. This year's fair, as usual, will take place at Belfast's Heritage Park, which is downtown along Belfast's beautiful waterfront. Our talented artists as well as the food and music, have made Arts in the Park a much-anticipated annual family event in Belfast.

**Contact Information:** The best way to contact us is by email, and we welcome any inquires. Our email address is [info@artsintheparkbelfast.org](mailto:info@artsintheparkbelfast.org). Our mailing address is Arts in the Park, P.O. Box 947, Belfast, ME 04915. The Belfast Chamber of Commerce (207-338-5900) will also have information about the event as the date approaches.

**Applications:** Beginning with 2012, we have a newly designed website ([www.artsintheparkbelfast.org](http://www.artsintheparkbelfast.org)), which includes an electronic application form. All applications and photos should be submitted electronically. If you are unable to do this, you may download the application and submit it by mail. Any application field that has an asterisk is a required field. If you try to submit an application without completing all the required fields, the application will not go through until you have completed those fields. If you have questions or do not have suitable access to a computer, please contact us by email or at our mailing address (see Contact Information above).

**Photographs:** Your application must include one photo file of your booth set up, preferably an outdoor shot, and three photo files of your work. Photos larger than 1 MB cannot be uploaded. Please ensure that your name is on the photo file. We cannot stress enough the importance of good quality photographs. These will not only influence the jury's decision, they may also be used in publicity, where we use as many different photos as possible.

**Fees:** We require two checks, made payable to Arts in the Park, be mailed to us as soon as you submit your electronic application. One check is the \$5 jury fee, which is nonrefundable. The other is the booth fee, of which there are two possibilities. A corner booth is \$125, and a non-corner booth is \$100. Booth measurements are 10' x 12'. The booth fee covers both days of the event. Checks should have your name on them and they should be mailed to our mailing address (see Contact Information above). **An application is not active until your checks have been received by Arts in the Park.**

**Booth Requests:** We honor specific booth requests whenever possible.

**Booth Set Up:** Heritage Park provides little shelter from the sun and rain, so we require that participants come with their own tents. Participants can set up on

Friday from noon or by 9 a.m. Saturday morning. More information will be provided as the date approaches. Depending upon your booth assignment you may drive your vehicle up to your booth space to unload and to pack up, but we ask that you be considerate of others and remove your vehicle as quickly as possible. There is ample public parking in the area adjacent to Heritage Park.

**Jurying:** Jurying usually takes place at the end of February. Each applicant will receive an email with the jury's decision soon after that. Be aware that the jury takes into account not only the quality and originality of your work, but also the total number of applicants, as well as the number of applicants we have in any given category. We regret that our space is limited and we sometimes have to eliminate qualified applicants based on numbers. Those applicants not selected to participate will have their booth fees returned to them. We also keep a list of wait-listed applicants in the event of cancellations. You will be notified to that effect if you are wait listed.

**Cancellation Policy:** We understand that cancellations are sometimes unavoidable. In order to give us time to make a substitution, we require that you notify us no later than ten days prior to the event. Cancellations received after that will not be eligible for the booth fee refund.